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| Activity # \_\_\_\_  You may give the number corresponding to the 38 activities from the text to identify one of the activities. | TExES comp.#\_\_\_  You must have activities that represent each of the 10 Superintendent competencies. | Summary of Activity - Describe the activity you plan on implementing or participating in during your internship – you may use any of the internship activities identified in the *School Leader Internship,* 2nd edition, pp. 19 – 68. | Resource  Person | Projected Date to be  Completed |
|  | **Domain I: School Community Leadership** Competency Area 1: Vision and Campus Culture  Vision/Mission | Analyze the district’s vision/mission statement as it relates to the District Improvement Plan. | Dr. Juneria Berges and the Curriculum and Instruction Leadership Team |  |
|  | Competency Area 1: Strategic Planning | Develop a strategic plan for the electronic posting of PK -12 mathematics, science and social studies curriculum documents. | District technology personnel |  |
|  | Competency Area 1: Data Collection and Analysis | Report on the ways in which assessment data is used to improve student performance in mathematics in SSI grades 5,8,11 | District Curriculum and Instruction Leadership Team |  |
|  | Competency Area 1: Effective Communication | Build district communication network to exchange teacher ideas in K-12 mathematics, science and social studies | Director of Technology, Instructional Technologists, Academic -Director Mathematics, Science Social Studies Campus Mathematics Coaches |  |
|  | Competency Area 1: Negotiating/Consensus Building | Report on the steps used to gain consensus for creating common assessments in mathematics, science and social studies at the secondary level | Academic Director of Mathematics, Science and Social Studies, | May 2011 |
|  | Competency Area 1: Collaborative Decision Making | Report on the collaborative process used in the Mathematics and Science Council district vertical teams | Mathematics and Science Council members, District Mathematics and Science Coaches | June 2011 |
|  | **Domain II: Instructional Leadership** Competency Area 4: Curriculum, Measurement, & Alignment of Resources  Analyzing the Curriculum | Write K – 4 Science curriculum documents to match the new TEKS | Vertical science team | May 2011 |
|  | Competency Area 4: Curriculum, Measurement, & Alignment of Resources  School/Program Scheduling | Analyze the high school mathematics program of studies to insure the implementation of 4th year mathematics for level general education mathematics students | TASM; High school principals; mathematics team;  Dr. Juneria Berges;  HISD school board | February 2011 |
|  | Competency Area 4: Curriculum, Measurement, & Alignment of Resources  Supervision of Instruction/Instructional Strategies | Observe and evaluate 40 teachers regarding the implementation of TESA strategies in the classroom | PK – 12 teachers, Academic Director, Campus principals | February 2011 |
|  | Competency Area 5: Campus Culture & Professional Learning  Learning/Motivation Theory | Include activities in PK-12 Mathematics, Science and Social Studies curriculum documents that motivate student engagement in the lesson | Vertical curriculum teams | July 2011 |
|  | Competency Area 5: Campus Culture & Professional Learning  Learning Technology | Evaluate vertical K – 12 mathematics, science and social studies curriculum for implementation of student use of technology. | District Technology Director | May 2011 |
|  | Competency Area 5: Campus Culture & Professional Learning  Evaluation of Student Achievement/Testing Measurements | Lead a group of math teachers in the development and use of departmental grade level exam. | Middle/High School Algebra I teachers/EOC technology | May 2011 |
|  | Competency Area 4: Curriculum, Measurement, & Alignment of Resources  Supervision of Co-curricular Education | Develop co-curricular activities related to STEM education for the Science Mathematics Academy | STEM Academy teachers and dean | February 2011 |
|  | Competency Area 6: Teacher (Staff) Evaluation and Development  Staff Development/Adult Learning | Compile a list of all the staff development activities related to K-12 mathematics for Huntsville ISD | Academic Director K -12 Mathematics | June 2011 |
|  | Competency Area 7: Decision-Making and Problem Solving  Change Process | In the implementation of benchmark assessments analyze how two department heads (math & science) internalized or resisted the change. | High school Math & Science Department Heads | May 2011 |
|  | Competency Area 5: Campus Culture & Professional Learning  Student Discipline | Analyze discipline data by sub-group to assess impact on math instruction | Asst. Superintendent John DeBrock, Director of Special Programs, PEIMS Specialist | July 2011 |
|  | Competency Area 7: Decision-Making and Problem Solving  Student Services | Meet with the district inclusion coach to analyze the availability of student services for students in mathematics inclusion classes. | Colleen McDonald Director of SPED; Audrey O’Neill District Inclusion Coach | June 2011 |
|  | **Domain III: Administrative Leadership**  Competency Area 8: Budgeting, Resource Allocation, and Financial Management  General Office Administration/Technology | Supervise curriculum and instruction administrative asssistants | Linda Grigsby and Mary Hoffman, C & I Administrative Assistants | ongoing |
|  | Competency Area 8: Budgeting, Resource Allocation, and Financial Management  School Operations/Policies | Inform campus personnel of the end of year closing procedures regarding professional learning and request campus professional learning agenda for staff development | Academic Director of Professional Learning | June 2011 |
|  | Competency Area 9: School Safety  Facility and Maintenance Administration Safety and Security | Conduct and document district-wide science laboratory safety inspections | Academic Director of Science, Campus principals, Department chairs, Science coaches, Director of Maintenance | March 2011 |
|  | Competency Area 9: School Safety  Student Transportation | Observe one bus driver during the morning or afternoon bus route. | Transportation Director/ bus Driver | May 2011 |
|  | Competency Area 9: School Safety  Food Services | Coordinate with food services for the district first year teacher induction luncheon | Food Services Director/Cafeteria Manager | May 2011 |
|  | Competency Area 6: Teacher (Staff) Evaluation and Development  Personnel Procedures | Participate in a teacher candidate interview | STEM principal | July 2011 |
|  | Competency Area 8: Budgeting, Resource Allocation, and Financial Management  Supervision of the Budget | Supervise and manage the Cycle 5 T-STEM grant for the STEM Academy - $500,00 | Academic Director of Mathematics, Science, Social Studies; Director of Finance, STEM dean; Dr. Juneria Berges | ongoing |
|  | Competency Area 2: Communication and Collaboration that Promotes Student Success  Community Public Relations | Develop MOUs with community organizations for the support of the HISD STEM Academy | STEM dean, community partners, Academic Director Mathematics, Science, Social Studies | August 2011 |
|  | Competency Area 2: Communication and Collaboration that Promotes Student Success  Parent Involvement | Develop a parent community committee for the STEM Academy | STEM dean, staff, students and families | August 2011 |
|  | Competency Area 2: Communication and Collaboration that Promotes Student Success  Climate for Cultural Diversity | Evaluate the cultural implications of mathematics performance district –wide by ethnicity. | Academic Director of Mathematics | Ongoing  June 2011 |
|  | Competency Area 2: Communication and Collaboration that Promotes Student Success  Community/Business Involvement and Partnerships | Develop MOUs with IHEs and local business partners in cooperation with the STEM Academy | STEM dean, business and IHE partners, Academic Director for Mathematics, Science, and Social Studies | Ongoing |
|  | Competency Area 3: Integrity and Ethics  Position Goals and Requirements | Compile and evaluate instruments a principal will use to evaluate math instruction on their campus. | Campus principals | June 2011 |
|  | Competency Area 3: Integrity and Ethics  Philosophy/History of Education | Refine the curriculum for the district first year induction (FYI) program for new teachers | Director of Human Resources, Campus Induction Coordinator, Academic Director Mathematics, Science Social Studies |  |
|  | Competency Area 3: Integrity and Ethics  Ethics | Meet with the stakeholders of the STEM Academy to develop a social contract that reflects the ethics of the school-home community | STEM dean, staff, students and families, Director of Academics | August 2011 |
|  | Competency Area 3: Integrity and Ethics  Interpersonal Relationships | Participate in and implement the Flippen Leadership Blueprint and Tri-Action Plan to implement the EXCEL model | Director of Academics, Flippen Leadership Coach | ongoing |
|  | Competency Area 3: Integrity and Ethics  School Board Policy and Procedures/  State and Federal Law | Document the process of the school board in hiring a new superintendent | Board of Trustees, Superintendent, TASB search committee, school board meetings | April 2011 |
|  | Competency Area 4: Curriculum, Measurement, & Alignment of Resources Federal Programs Administration | Interview the Director of Special Programs regarding bilingual and GT services | Director of Special Programs | May 2011 |
|  | Competency Area 7: Decision-Making and Problem Solving  Issue and Conflict Resolution | Work with high school science department chair and the science team to resolve concerns about TAKS review. | Huntsville High School Science Department | March 2011 |
|  | Competency Area 5: Campus Culture & Professional Learning  Current issues Affecting Teaching and Learning | Conduct a book study regarding current issues in math instruction/leadership. | Campus mathematics coaches, Director of Academics | May 2011 |
|  | Competency Area 8: Budgeting, Resource Allocation, and Financial Management  Professional Affiliations and Resources | Submit a district professional development plan for mathematics, science and social studies teachers PK – 12 | Director of Academics | July 2011 |
|  | Competency Area 8: Budgeting, Resource Allocation, and Financial Management  Professional Library | Compile a list of books, publications, training manuals and publications used or recommended for instructional coaches and academic specialists. | Director of Academics | August 2011 |